

INSTITUTIONAL ASSESSMENT COMMITTEE (IAC) MEETING

MEETING MINUTES

4/29/2021

4 pm via Microsoft Teams

AGENDA ITEMS

Procedures

- I. CALL TO ORDER DeKay Action
*Meeting called to order at 4:03 PM.
IAC members present: Todd DeKay, Lynne Cary, Rachel Conover, Edna Yokum, Laurie Jensen, Devin Stroman, Kyle Torke, Ron Flury, Robert Moore, Kim Childress, Russell Baker, Annemarie Oldfield, Russell Baker, Eric Gomez, & Sherry Durand.
Guest(s): Jacob Puckett*
- II. CHANGES TO AGENDA
a. Would anyone like to add something to the agenda for discussion? DeKay Action
- III. APPROVAL OF MINUTES DeKay Action
Lynne motioned for approval of minutes from 3/18/21 with corrections. Rachel Seconded motion. All in favor. Motion carried.
- IV. OPEN ISSUES
- a. HLC 2021 Visit –171 days away- preparing argument editor Jensen/Moore Information
Making good progress. Will be sending out some comments soon. Laurie gave shout out to all the teams involved!
- b. Taskstream Tasks 2020-2021 update CDL/OTA/Biology DeKay Information
Do not know status of CDL. OTA & Biology are moving along.
- c. Program Review 19-20, 20-21, 21-22 Amo/DeKay Information
Testing completed. Michael O’Berry doing some work on his. Behavioral Science is complete. HS being looked into.
- d. HVAC/OTA accreditation visit Ron/Laurie Information
Ron has stuff confirmed. Setting up a date for review. OTA is still Feb. 2022. Faculty working very hard on OTA.
- e. EOC Survey Fall 2020 data analysis Edna/Lynne Information
*Edna-The need to have more conversation was discussed at last meeting. She provided information during the meeting with some links. Trying to analyze our own data for our processes.
Lynne-This is an exercise in getting baseline data to show us “Where are we?” Using data from Fall 2020.*
- V. NEW ISSUES
- a. NMHEAA Retreat- 2 teams? (HLC grp, PR? Taskstream? Committees?) DeKay Action
*Send two teams. 1st team: people that are a part of the Assessment Academy/HLC.
2nd team: Kyle recommended Committees: people who attend will dig deep into our campus various committees (standing, ad hoc, etc.); update list, give descriptions, duties involved, etc.
Robert made motion. Devin seconded motion. To send two groups to NMHEAA retreat: HLC assessment academy and other (to be named later) people to identify information about current committees. All in favor. Motion carried.*
- b. Student Engagement Proposal—English Department Kyle Action
Kyle: Two ideas that were discussed:

1. **Rethink orientation- online/hybrid. Possibly compensating students. Treats. Trying to get students familiar with the university experience.**
2. **Math/Science/English. Video/PSA for Gen. Ed. Classes coming from the other departments.**

Discussion: Robert: University tic-tok account? Also, work has begun of having a online module. Fits well with our Strategic plan.

Devin is happy to help wherever he can.

Annemarie: Great to have Student Affairs collaborating with academics.

Action: Kyle will contact Student Affairs/ other departments to create connections to make these two things happen.

Edna made motion. Seconded motion. Motion: Student Affairs & faculty will collaborate to address in issues with New Student Orientation and seeing if it can be amended The SIAC committee will review item #2 and make recommendations. All in favor. Motion carried.

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| c. Student Comments/Thoughts about term/assessments/etc. | <i>Galindo</i> | Information |
| d. EOC Spring 2021—concerns/issues
<i>-Students using Safari on an Apple. Maybe a disclaimer?
Closes Friday. Instructors will have access to results on May 17th.</i> | <i>DeKay</i> | Information |
| e. Administrative Evaluation Survey 4-21 – 5-5-2021
<i>98 respondents. Closes 5/5/21.</i> | <i>DeKay</i> | Information |
| f. CCAC News
<i>Russell- Great meetings fully attended this past month. Focusing on Fall 2021.</i> | <i>Baker</i> | Information |
| g. HLC Conference brief-out
<i>Kyle-discussed priorities going forward. Communicate more efficiently. Work on rubrics.</i> | <i>Kyle/Robert</i> | Information |
| h. Great College Survey- N=74 –good faculty participation
<i>Twice as many participants as year before. Results in June/July will be shared.</i> | <i>DeKay</i> | Information |
| i. Has everyone had an opportunity to make a comment? | <i>DeKay</i> | Discussion |
| j. Repeat to Remember, Remember to Repeat Recap! | <i>DeKay</i> | Discussion |
| k. Who needs to know? Who’s going to tell them? | <i>DeKay</i> | Discussion |

VI. OTHER BUSINESS

n/a

VII. ADJOURNMENT

Edna made motion to adjourn. Ron seconded the motion. All in favor. Motion carried. Meeting adjourned at 5:23 PM.

Respectfully submitted by:

*Sherry Durand
Recording Secretary
Administrative Assistant / ASE*

**Next Meeting:
5/27/2021**